



U. S. ARMY GARRISON, FRANCONIA



"TEAM OF TEAMS"

COMMANDER'S POLICY

POLICY NUMBER: 9

DATE: 1 October 2005

SUBJECT: Annual Salary Increase and Performance Award Policy for Pay-Banded
Nonappropriated Fund Employees (NF-1 to NF-5)

1. **REFERENCE:** AR 215-3, Nonappropriated Funds and Personnel Policy, dtd 29 Aug 03.
2. **PURPOSE:** Conditions of this policy will be followed in annual salary adjustments and performance awards for Nonappropriated Fund employees in the pay bands of NF-1 to NF-5. It is intended to equalize NAF pay increases and performance awards with those available to Appropriated Fund employees.
3. **SCOPE:** This policy covers all pay-banded Nonappropriated Fund employees of the USAG, Franconia.
4. **POLICY:**
 - a. **ANNUAL PERFORMANCE SALARY INCREASES/PERFORMANCE AWARDS.** Annual performance salary increases/performance awards will be limited to a maximum of 3 percent salary increase or five percent lump sum in a 12-month period for employees receiving highest rating level (excellent).
 - b. **EXCEPTIONS.** Garrison commanders desiring to reward highly exceptional performance with an award exceeding 5 percent may submit a request to the USAG, Franconia NAF Performance Award Panel, which consists of the USAG, Franconia Deputy Commander, the USAG, Franconia Director of MWR and the USAG, Franconia HRO. Exceptions approved by the panel will be forwarded to the USAG, Franconia Commander for final decision.

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5. **PROPONENT:** The Proponent for this policy is the USAG, Franconia MWR, 351-1350.

6. This policy memo supersedes 98th ASG Policy Memo 9, dtd 21 July 2005.

"Team of Teams!"

A handwritten signature in black ink, reading "Russel D. Santala". The signature is fluid and cursive, with the first name "Russel" being more prominent than the last name "Santala".

RUSSEL D. SANTALA
Colonel, AD
Commanding